VAN ZANDT COUNTY EMERGENCY SERVICE DISTRICT #4

MINUTES September 17, 2024

**Present:** Commissioners: Scott Davenport, Jerry Hill, Ray Thomason, Robert Tisdale, and Teresa Byrd

WPVFD: Ed Leipply

1. **Call meeting to order.** President Scott Davenport declared a quorum was present and called the meeting to order at 6:00 PM.
2. **Pledge of Allegiance and Invocation.** Scott Davenport led the Pledge of Allegiance and Ray Thomason led the invocation.
3. **Conduct a public hearing on the proposal to increase property taxes;** No one was present to speak about the tax rate.
4. **Take a record vote on the District’s 2024 tax rate, adopt an Order Levying Taxes, authorize filing the Order with Van Zandt County Tax Assessor/Collector;** Teresa Byrd stated, “I move that the property tax rate be increased by the adoption of a tax rate of $0.10000/$100 valuation, which is effectively a 6.38 percent increase in the tax rate.” Jerry Hill seconded the motion. Voting in favor were Scott Davenport, Ray Thomason, Jerry Hill, Teresa Byrd, and Robert Tisdale. No one was opposed. The motion passed unanimously. Kristie Jones will file the vote with the Van Zandt County Tax Assessor/Collector.

Jerry Hill moved to adopt an Order Levying Taxes and authorizing Kristie Jones to file the Order with the Van Zandt County Tax Assessor/Collector. Teresa Byrd seconded the motion. The motion passed unanimously.

1. **Acknowledge and approve posting of statement regarding adopted tax rate to home page of District’s website;** Ray Thomason moved to have Kristie Jones submit the following statement to be posted on the website, “Van Zandt County ESD No. 4 adopted a tax rate that will raise more taxes for Maintenance and Operations than last year’s tax rate. The tax rate will effectively be raised by 8.45 percent and will raise taxes for maintenance and operations on a $100,000 home by approximately $14.67.” Teresa Byrd seconded the motion. The motion passed unanimously.
2. **Approval of Cyber Liability and Data Breach Response Interlocal Agreement for TML;** Ray Thomason moved to approve the Cyber Liability and Data Breach Response Interlocal Agreement with TML. Robert Tisdale seconded the motion. The motion passed unanimously. Scott Davenport signed the agreement. Kristie will email it to Mark Boddie with TML.
3. **Recognition of ESD/VFD Volunteers.** Chief Leipply did not present any recognitions.
4. **Status of disposition of Booster 1, take action if necessary;** Booster 1 is on the fire department website for bids. All bids must be submitted by November 15, 2024. The bids will be opened with a decision made at the November VZESD meeting.
5. **Status of North Sub-station;** Ed Leipply emailed the lease to Fred Cooper. The church is looking at it now. This item will remain on the agenda.
6. **Approve Engagement Letter with Kyle Caperton for FY 2023-24 Audit;** Teresa Byrd moved to approve the engagement letter with Kyle Caperton to complete FY 2023-24 audit. Ray Thomason seconded the motion. The motion passed unanimously.

11. **Report from Treasurer Jerry Hill;**

a) The Operating account balance is $231,654.16, the ESD Asset Allocation fund balance is $71,018.23, and the Emergency fund balance is $23,422.25 with 2 CD’s that each have about $157,000.

b) Monthly Budget Report: Kristie provided a current Balance Sheet dated October 1, 2023 through September 17, 2024, report for deposited tax funds YTD, deposited interest for FY2023-24, utilities paid for fiscal year, and copies of the bank statements. There were no questions.

12. **Report from VFD Chief Ed Leipply on current status of the VFD including:**

a) Current status of equipment: Everything is working except Booster 1 which is being sold.

b) Monthly Run Report: Chief Leipply reported 86 calls for August. The calls included 1 Structure Fire, 15 Grass Fires, 6 Motor Vehicle Accidents, 48 EMS, and 16 Other type calls.

c) Monthly Budget Report including 2023/2024 Budget: Chief Leipply submitted his financial report and annual budget report for October 1, 2023 through August 2024. He feels the department will be giving the ESD a refund check within the next couple of months. The VFD will be due to have an audit next year (FY 2024-25). Currently, they have an audit every three years.

13. **Consent agenda;**

**a) Reading (if requested) and approval of the August 20, 2024 Meeting Minutes;** Teresa Byrd moved to approve the minutes from August 20, 2024. The motion was seconded by Ray Thomason. The motion passed unanimously.

1. **Agenda items for the next meeting on October 15, 2024;** Reallocation of funds for 2024-25, status of North Sub-station, and regular business.
2. **Adjourn;** Ray Thomason moved to adjourn at 6:36 PM. The motion was seconded by Teresa Byrd. The motion passed unanimously.

By: Kristie Jones

Clerk, Van Zandt Emergency Service District 4